

**BURFORD PARISH COUNCIL**

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3 Longmeadow, Burford, Tenbury Wells, Worcestershire, WR15 8DT

**BURFORD PARISH COUNCIL**

Minutes of the Meeting of Burford Parish Council held on Thursday, 19 February 2026 at 7.15 pm at Burford Village Hall, Burford, Tenbury Wells, Worcestershire, WR15 8LA

**PRESENT:** Cllrs. B. Thomas, C. Roberts, J. Yardley and L. Hickling

**IN ATTENDANCE:** Mr. P. Mark (Community Flood Officer, Severn Trent) and Mrs. G. Long (Clerk)

**28/26 APOLOGIES**

No apologies.

**29/26 DECLARATIONS OF INTEREST**

The Council will receive disclosures of pecuniary and personal interests from Councillors on matters to be considered.

**30/26 THE MEETING WAS SUSPENDED FOR PUBLIC SESSION**

No member of public attended.

**31/26 COMMUNITY FLOODING OFFICER, SEVERN TRENT**

The Community Flooding Office for Severn Trent, a new department set up to deal with flooding, attended the meeting to introduce himself and inform the council of his role and objectives. His objectives are two-fold, firstly to be reactive to alleviate or minimise flooding and secondly to be proactive in that he can be contacted if there are any concerns.

A further meeting to show him where the flooding takes place to be arranged shortly.

**32/26 MINUTES**

To approve the Minutes of the meeting held on 16 January 2026.

Members considered the Minutes of the Parish Council held on 16 January 2026.

It was proposed by Cllr. Yardley and seconded by Cllr. Roberts and unanimously.

**RESOLVED:**

**The Minutes of the meeting of Burford Parish Council held on 16 January 2026 were confirmed as a true and accurate account of the meeting. The Minutes were duly signed by the Chair as a true and correct record of the proceedings.**

**33/26 CHAIR'S ANNOUNCEMENTS**

See Appendix A.

**34/26 COUNCILLORS' ANNOUNCEMENTS**

None.

**35/26 FINANCE.**

Members received the bank reconciliation for the period ending 13 February 2026.

The account balances as at 13 February 2026 were confirmed as:

Current Account - £4,150.68

Deposit Account - £49,078.81

It was proposed by Cllr. Thomas, seconded Cllr. Roberts and unanimously:

**RESOLVED:**

**To confirm and note that the Council's bank accounts had been appropriately reconciled to the period 13 February 2026.**

**To consider the list of payments as circulated – proposed by Cllr. Thomas, seconded by Cllr. Yardley, all agreed.**

| <b>Payments List</b>      |                          | <b>13 February 2026</b>       |                  |
|---------------------------|--------------------------|-------------------------------|------------------|
| <b>Date</b>               | <b>Recipient</b>         | <b>Details</b>                | <b>Amount £</b>  |
| 05/01/2026                | Hugo Fox                 | Website (DD)                  | 11.99            |
| 08/01/2026                | YuEnergy                 | December Energy Use (DD)      | 353.61           |
| 08/01/2026                | Hugo Fox                 | Emails (DD)                   | 20.99            |
| 12/01/2026                | Valda Energy             | Street Lights (DD)            | 548.34           |
| 15/01/2026                | Broxap                   | Litter Bin                    | 148.80           |
| 21/01/2026                | Amazon                   | Padlock                       | 5.97             |
| 26/01/2026                | Land Registry            | Land Ownership Search         | 7.00             |
| 28/01/2026                | G Long                   | Clerk Salary January          | 660.27           |
| 02/02/2026                | Valda Energy             | Street Lights (DD)            | 206.70           |
| 05/02/2026                | Tenbury Chamber of Trade | Donation for Christmas Lights | 500.00           |
| 05/02/2026                | Hugo Fox                 | Website (DD)                  | 11.99            |
| 05/02/2026                | Shropshire Council       | Election 1 May 2025           | 125.00           |
| 09/02/2026                | Hugo Fox                 | Emails (DD)                   | 20.99            |
| 13/02/2026                | Microsoft                | Subscription                  | 84.99            |
| <b>Paid out</b>           |                          |                               | <b>£2,706.64</b> |
| <b>(urgent decisions)</b> |                          |                               |                  |

| <b>Income List</b> |                | <b>13 February 2026</b> |                 |
|--------------------|----------------|-------------------------|-----------------|
| <b>Payee</b>       | <b>Details</b> | <b>Amount</b>           |                 |
| 10/01/2026         | TSB            | Interest                | 67.73           |
| 10/02/2026         | TSB Interest   | Interest                | 65.16           |
| 13/02/2026         | HMRC           | VAT Refund              | 419.35          |
| <b>Income</b>      |                |                         | <b>£ 552.24</b> |

**RESOLVED:**

**To approve the schedule of payments.**

**c) Summary of Receipts and Payments to 13 February 2026**

**RESOLVED:**

**To note the receipts and payments summary to the period ended 13 February 2026.**

**36/26 PROGRESS REPORT**

- a) Still waiting for the installation of the gate. Clerk to chase again.
- b) Awaiting the installation of the tractor and trailer and two play boards.

**37/26 RESPONSIBLE AREAS**

- a) Lighting – The light near Burford House is scheduled to be repaired before the end of February.
- b) Maintenance of trees and open areas – nothing to report.

**38/26 COUNCIL'S POLICY DOCUMENTS 2026-2027**

Members received the amended Standing Orders and Financial Regulations 2026-2027 for review.

**RESOLVED:**

**All documents were confirmed as true and accurate. All documents were duly signed by the Chair as true and accurate.**

**39/26 SWIFT NESTING BOXES**

Cllr Hickling to follow up on the installation of swift nesting boxes.

**40/26 FIREPROOF FILING CABINET**

It was agreed that a fireproof filing cabinet be purchased for the Clerk to store all parish council's paperwork, etc.

**41/26 TRAINING**

The Chair to attend a zoom meeting of Chairman Skills Part 2.

**42/26 ANY OTHER BUSINESS**

No other business.

**43/26 REPORT ON URGENT DECISIONS SINCE LAST MEETING**

No urgent decisions

**44/26 ITEMS FOR FUTURE AGENDA**

No items for future agenda given.

**45/26 CONFIRM DATE OF NEXT MEETING**

9 April 2026 at 7.00 pm.

**46/26 CLOSURE OF MEETING**

The meeting closed at 8 pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix A

### Report from Bridget Thomas, Burford Parish Council Chair.

Councillors Thomas and Roberts along with Burford Parish Clerk, (Gaynor Long) had a meeting with the Ludlow MP, Stuart Anderson, at his Office in Ludlow on Friday, 13 February. This was primarily to discuss the proposed development of 100 houses in Burford and to gauge his commitment in challenging this application at County Council level. He was firmly of the view that due to the huge amount of flooding over a period of years in the fields either side of the A456, including flooding of the main road, an application should be rejected. This, he realised, could be an uphill struggle due to the Government Directive regarding land supply for housing. Shropshire Council appear to be in favour of the application. Stuart agreed to a site visit in 2 months' time where we are hoping Charles Shackerley Bennett will also attend.

We further discussed the possibility of flood attenuation/alleviation of the 4 Shropshire tributaries of the River Teme, of which he is very much in favour and will be pursuing the work already earmarked by Severn Trent and the Rivers' Trust.